

SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE

Regular Meeting

November 28, 2012 9:30 AM

Murdock Administration Building – B106 Conference Room
18400 Murdock Circle, Port Charlotte

Attendees: Bob Dratch, Barbara Hundley, Kendall Leach, Carol McGuire, and Karen Price

County: Walt Black, Alan Holbach, Judith Nothdurft, Gregg O'Connor, and Sandy Wright

Guests: Sign-in sheet attached

The meeting was called to order at 9:32 a.m. with all members in attendance. The Committee agreed unanimously to add items to the agenda.

Minutes - The meeting notes from October 17, 2012 were approved unanimously as amended.

Unfinished Business

- San Domingo Park – Ms. Nothdurft conveyed a status update from Roger Warner, Project Manager. The final inspection was completed the last week of October. Permit finalization is being processed by Building Construction Services. Mr. Warner still has a few hours to bill to the project. Phase I of the park is officially complete and open. Discussion regarding:

Final Costs – The final cost is still unknown. Ms. Nothdurft will research and email findings to the Committee.

Park Entrance Signs – The response pertaining to the cost of the signs has not been received. An update will be provided at the next meeting.

Benches – The cost estimate is \$1244.00 per bench including freight and placement. Concrete pads are not included in the estimate as they are already in place at 9 locations. The cost will be the same for five or nine benches. Ms. Nothdurft will request an estimate from a second vendor. Discussion was tabled until the final cost for the park project is known.

Trash Cans – Mr. Holbach will follow up. The County will be responsible for the trash pick-up and maintenance.

Warning Signs – Walt Black, Environmental Health/Safety ADA Coordinator stated signs must be installed throughout the park to avoid the requirement for a railing. The cost of the signs is \$120.00 each. Ms. McGuire made a motion to install four signs, “No bicycles, skateboards or roller blades are allowed in the park” and one sign to say “No bikes beyond this point” at the bike rack. The motion was seconded by Mr. Dratch and passed unanimously.

Restrooms – The RLI for a project manager was submitted to Purchasing. The Committee agreed to table the discussions on restrooms until a project manager is in place.

- Linear Park – Discussion regarding plant replacement. The Committee agreed to wait until spring to give the plants a better chance of survival. The exact time frame will depend on the weather.

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Shoreline cleanup - Completed and the shoreline is now accessible. Discussion ensued regarding mangrove trimming to allow viewing areas at the benches. Mr. Leach made a motion to trim the mangroves in seven locations with the cost not to exceed \$2200. The motion was seconded by Mr. Dratch and passed unanimously. Mr. O'Connor will get a quote and start processing immediately.

Cattail Trimming - The Committee will submit a request for the SGC Waterway MSBU to fund the cattail removal.

Arbor Work – Work is underway.

Contract Change – There was discussion regarding increasing the trimming of trees and shrubs. The Committee agreed to table the discussion until after the cold weather season ends in February-March.

- Entrance Signs

- Booster Pumps – work is underway.

- Electrical Issues - A GFI plugs at the Appleton entrance is not working and is affecting the decorative lighting.

- Surge Protectors –The paperwork is ready to submit for surge protectors at a total cost of \$612.00. Mr. Leach made a motion to approve the purchase and installation of four surge protectors at a total cost of \$612.00. Ms. McGuire seconded the motion which passed unanimously.

- Learning Garden – Ms. McGuire reported that no new project manager has volunteered. She will stay involved but will no longer manage the project.

- Revision of Landscape Contract – Discussion regarding changing the contract. Mr. O'Connor will see if the contract was renewed. The County will work with the contractor to make changes that remain within the terms of the contract. Revisions can be made when the contract comes up for re-bid.

- Property Exchange – Real Estate Services is waiting for a response from the letter they mailed pertaining to the property exchange to develop McCallister Park. A list of other County surplus properties in the area will be sent for review. Mr. Holbach will supply a county-wide CD that lists all surplus properties.

- Medina Park – No discussion.

New Business

- Landscaping at Nittnay & Santa Lucia Parks –The cost for maintenance of these two unused parks was discussed. Mr. Leach made a motion to delete the brush and turf grass cutting at both parks from the maintenance contract to save \$5742.00, the motion was seconded by Mr. Dratch, and carried with four in favor and one opposed.

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- 771 Cleanup – An estimate from West County Mowing to clean up the ROW from Robin Road north to Keystone Boulevard was presented. Mr. Leach made a motion to accept the proposal from West County Mowing for \$4940.00 to clean up the ROW, the motion was seconded by Ms. Price with further discussion. The motion passed unanimously. Mr. O'Connor will submit a purchase request.
- Tree & Bridge Mowing – Discussion regarding directing the funds saved on maintenance at Nittany Park and Santa Lucia Parks towards mowing around the trees at the bridges. Ms. Price made a motion to table until the next meeting to allow for further review; the motion was seconded by Ms. Hundley. The motion carried with four in favor and one opposed. Ms. Nothdurft will verify that the Committee is being reimbursed for mowing by Roads & Bridges at the end of the year.
- Cove Connector Tree Placement – Discussion regarding the trees being planted and their future maintenance.
- Project Management Service – This will not take place until after the first of the year.
- Town Hall Meeting – The time frame will be discussed at the December 5, 2012 community meeting. One representative from each area MSBU will be in attendance. The survey should be done at that time.
- Activity Report – distributed and discussed. Ms. Nothdurft to research time charged by the Project Manager for the Learning Garden. The project is complete.
- Two Year Budget Cycle – Preliminary budget for fiscal years 2013/2014 and 2014/2015 should be completed by the end of January 2013 and Finance Dept. will return a draft budget for the Committee to review by March 2013. There was discussion regarding the difficulty of planning two years ahead without knowing the final cost of current projects. Any new park plans will need to be included in the budget. Options to reduce expenses were discussed. Ms. Nothdurft will research what amenities would require restroom installation at San Domingo. The Committee requested County guidance to allow the remainder of what is to be done to be done a little at a time.
- The Committee agreed that the next meeting should be exclusively for the budget. Other items will be discussed if they are deemed absolutely necessary.

Citizen Input:

- Town hall meeting should be scheduled in February to allow for the survey results to be taken into consideration prior to the draft budget distribution in March.
- Numerous emails have been received asking for the Committee to consider something at the south end of South Gulf Cove.

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Next meeting is scheduled for Wednesday, January 2, 2013 at 2:00 p.m. with the location to be determined.

The meeting was adjourned at 12:13 p.m.

Submitted by:



Sandra Wright
Public Works Department

**CHARLOTTE COUNTY
PUBLIC WORKS DIVISION**

**SOUTH GULF COVE BEAUTIFICATION ADVISORY COMMITTEE
ATTENDANCE ROSTER**

MEETING DATE: November 28, 2012

MEETING TIME: 9:30 a.m. Administration Building B106 Conference Room

NAME (please print)	AFFILIATION
Judith Nothdurft, MSDR	Charlotte County Public Works
Sandy Wright, Admin	Charlotte County Public Works
Robert Dratch	Beautification MSBU
Karen Price	Beautification MSBU
Jim Yelverton	Pine Hills Landscaping
Walt Black	Risk management BCC
Kyle Andersson	West County mowing
Barbara Hundley	Beautification MSBU
Carol Mc Ghee	Beautification MSBU
Kendall Beach	MSBU
Gregg O'Connor, PW	
SANDY SLATER	Sbc Advisory Committee
R. Alan Holbach	CHARLOTTE COUNTY PUBLIC WORKS